

**Malvern Club Inc.
Monthly Board Members Meeting**

Thursday, November 11, 2004

Meeting Commenced at 7:00 PM.

Board Members Present: Frank Sargent, Bob Anderson, Don Buser, Brian Paul, Bill Hunt, Davy Aylor

Members Present: Linda Brown, Mary Buser, Charlie Egen, David Kalish, Jay Miller, Don Nicholson, Marilyn O'Neil.

I. New Business

- Frank proposed Linda Brown serves as the secretary in light of Jennifer Pinder resigning from the board. Voted on and approved.
- Meeting minutes of Oct 14, 2004 reviewed and approved.
- Increase of dues and budget as decided in the Oct. 16, 2004 Members meeting was formally passed by the board.

II. Old Business

Letter from Department of Conservation and Recreation—Dam Inspection/Maintenance

- Bill Hunt provided an update on the dam. A response letter was sent to the Department of Conservation and Recreation reference the mowing/clearing of the dam and subsequent inspection.
- An engineer came in and inspected the dam. He is still uncertain what can be done about the seepage problem but everything else was in good shape. The seepage problem continues and will have to be addressed eventually.
- Frank S. contacted 3 contractors requesting estimates for clearing the excessive growth on the dam;
 1. David Grubb; turned down the job.
 2. Junior Sisk; estimate \$4850
 3. Thompson's Lawn Care; estimate \$2100.
- Bob A mentioned the possibility of the Boy Scouts clearing the dam, however concern over their safety eliminated this option.
- After a discussion of each proposal, it was voted on and approved that Thompson's Lawn Care would be awarded the contract for work to be completed before next spring.

Five-Year Plan

- Need to update the 5-year plan. Currently it contains the following and several of the items have been completed and will be removed;
 - Clubhouse: roof replaced, window replace, deck replaced, handicap access built
 - Entrance Sign: Reduce size of island
 - Roads: continue paving all roads; erect lights at intersections, investigate possibility of 2nd emergency exit/entrance into Malvern.

- Frank S provided some suggestions to include wading pool, tennis court, fix up interior of clubhouse, and upgrade pool system. An expansion of the clubhouse was also suggested to allow not only for member meetings but to be rented for large events. Bill H. suggested that we bring this back up at the next Dec meeting to allow for additional input.

Boat Storage

- An estimate of \$30 was received for mowing/weeding around the boat racks. It will likely be completed 2x a month.
- As relayed by David K. the committee was considering a lottery-type approach to be held each year. Frank S. mentioned a 6-7month boat storage agreement would be appropriate running from 1 Apr-1 Nov. Suggested a \$25-30 fee would be reasonable.
- Most materials to build the racks were already available. Possibility for maybe 30 boat spaces to be available. Still need for all the old boats to be removed.
- By-laws will need to be changed from 15' to 17' for canoes and 15' will be retained for other type of boats.
- Bill H. has the action to bring together a complete package with all the information for a future meeting.

III. Committee Reports

Finance

- Report by Bob A. included payments of \$1577.82 for clubhouse furnace repair and oil, \$453 to Engineer for Dam review, escrow account details and road impact fees, as well as checking account balance of \$3450.33 and money market value minus escrow fees equaling a net of \$66,313.67.

Roads

- Frank S wrote a letter to owner of Lot #109, on Sleighbell Lane requesting that the young pines need to be cut back from the road prior to snowfall. The owner contacted Frank S for suggestions. Upon further discussions, the owner hired Frank S to clear the pines from the road which is now being completed.
- Don N provided comments on his evaluation of Covered Bridge. He indicated that the bridge wing is fine but sand is piling up and could eventually block the culvert. This will need to be monitored.
- Frank S has attempted to contact Estes on several occasions to obtain the survey he completed on Malvern road. However, to date no luck.

Public Relations

- Malvern website design is almost completed. Bill H handed the CD over to Charlie Egen who will review and provide comments/suggestions.
- Communicator letter will go out this month and will at least include information on by-law changes, dues increase and new due dates, clubhouse updates, VDOT information, and 5-year plan suggestions.
- Yard Sale sign completed

Pool

- Committee representative will provide a report during the 9 Dec 04 meeting Board Members Meeting.

Clubhouse

- Estimate of \$400 obtained from Mike Richards to power wash the clubhouse. Voted and approved.
- Obtained estimate from CN Smith for gutters for the clubhouse. The entire job was estimated at \$2100. Half of the payment would be due up front. The job could be broken down into essential areas first (front, teen center, corner kitchen) and would cost \$800. Then other parts could be completed as needed. Board passed and approved to have the entire job completed. Frank S. will draw up a contract.
- Fire extinguishers need to be either repaired or replaced in the clubhouse. A 5lb extinguisher to replace the current 10lb variants will cost approximately \$47 each. Approved to purchase 2 extinguishers now and buy another one in the next 6 months.
- The Organ in the clubhouse does not work. It was recommended that it should be removed. Don B suggested to advertise it in the next Communicator to inform the membership it is available for the taking.

Architecture

- Discussion by Don B of Burger lot and current perking procedures using a backhoe instead of a post hole digger.
- Complaint that a dumpster is on Lot 222 Old Forge. Owner is cleaning up the lot but board will inquire into what the owner plans to do with the dumpster. Frank S will handle this one.

Additional Notes—Provided to Board Members Only

- Bill Rowe plans to run for the board in the Spring.
- Suggestion to establish a Dam Committee with departing board members Frank S and Bill H who will be coming off the board in Spring 2005. It was recognized ✓ that we need to keep some knowledgeable individuals involved with the Dam.

voted Jan 13, 2005